



**MINUTES
CITY COUNCIL MEETING
November 18, 2025**

CALL TO ORDER

The meeting was called to order at 6:33 pm.

Present: Mayor: Charlie Miner; Council: Jahn Dyvik, Mike Feldmann, Deirdre Kvale, and Todd Newcomer

Staff Present: Interim City Administrator: Amanda Nowezki; City Clerk: Jeanette Moeller; City Engineer: Rachel Scheu, WSB; and Fire Chief: Mike Heiland

Absent: None

PLEDGE OF ALLEGIANCE

MAYOR'S COMMENTS – LONG LAKE NEWS, MEETING REVIEW, AND UPDATES

Mayor Miner stated that the Council had met in a work session prior to the regular meeting and had discussed the proposed 2026 budget and levy, which will be formally adopted in December.

He reported that he and Councilmember Feldmann, along with City staff, had recently met with representatives from Congresswoman Kelly Morrison's office.

Mayor Miner also shared that he had attended a Northwest Hennepin League of Municipalities meeting during the week prior, and tree grants had been a primary subject of discussion.

APPROVE AGENDA

A motion was made by Dyvik, seconded by Feldmann, to approve the agenda as presented. Ayes: all.

CONSENT AGENDA

The Consent Agenda consisted of the following:

- A. Approve Minutes of October 30, 2025, Special City Council Meeting
- B. Approve Minutes of November 3, 2025, City Council Work Session meeting
- C. Approve Minutes of November 3, 2025 City Council Meeting
- D. Approve Vendor Claims and Payroll
- E. Approve the 2026 Shoreline Fire Department Operating Budget and Capital Improvement Plan
- F. Appoint Erika Leachman as Chair and Mark Preissing as Secretary of the Park Board for 2025

A motion was made by Kvale, seconded by Newcomer, to approve the Consent Agenda as presented. Ayes: all.

OPEN CORRESPONDENCE

No one was in attendance to address the City Council during Open Correspondence.

REGULAR BUSINESS

A. Approve Payment Request No. 1 (Final) for the 2025 Pavement Rehabilitation Project (Lindawood Lane)

City Clerk Moeller introduced the final pay request for the City's 2025 Pavement Rehabilitation Project. She recalled that this item was originally scheduled for approval at the Council's November 3 meeting; however, a driveway drainage issue was raised at the meeting, and the Council ultimately opted to table action on the payment request pending additional information. She asked City Engineer Scheu to address the concerns that had been raised.

City Engineer Scheu clarified that a meeting had been held with the builder of the home in September at the time the drainage problem was brought to WSB's attention, and it was determined that the driveway was paved inverted and the drainage issues were not the result of the City's project. She added that had the driveway been correctly paved to slant towards the drainage swale, it would function properly.

Moeller confirmed that there had been communication with the builder ahead of the road project beginning, and the specs for the new road had been provided to the builder.

Councilmember Dyvik was assured by Ms. Scheu that the driveway could be rebuilt to correct the issue without affecting the road.

A motion was made by Feldmann, seconded by Kvale, to approve Payment Request No. 1 (Final) to Asphalt Surface Technologies Corporation (ASTECH Corp.) in the amount of \$173,215.93 for the 2025 Pavement Rehabilitation Project.

The Council discussed where the water pools in the driveway, potential remedies, and communication with the homeowner through Councilmember Dyvik.

Ayes: all.

B. Consider Approval of an Appointment and Employment Agreement for the Position of City Administrator

Moeller summarized past discussions and Council direction related to filling the vacant City Administrator position, noting that Council and staff were aware that a strong internal candidate, Amanda Nowezki, had intended to apply. At the suggestion of Mayor Miner, to arrive at a decision regarding the possibility of promoting Ms. Nowezki, Moeller and City Attorney Thames had prepared an Employment Contract and updated the job description for the City Administrator position for the Council's review and consideration.

Mayor Miner commented that Nowezki had done a fantastic job serving in the capacity of Interim City Administrator over the last few months and added that it had been made clear that the best candidate for the Administrator position came from within the City. Fellow Council members voiced their support as well.

A motion was made by Feldmann, seconded by Kvale, to adopt Resolution No. 2025-41 appointing Amanda Nowezki to the position of City Administrator for the City of Long Lake. Ayes: all.

A motion was made by Feldmann, seconded by Kvale, to approve the updated job description for the City Administrator position, revised November 13, 2025. Ayes: all.

A motion was made by Feldmann, seconded by Kvale, to authorize staff to contract with Bart Fischer, Management Consultant with DDA Human Resources, Inc., for new City Administrator mentoring and coaching services in an amount not to exceed \$4,750. Ayes: all.

Mayor Miner directed staff to go ahead and order City Administrator Nowezki a new official name plate for the dais.

C. Adoption of 2026 City Utilities/Recycling Rates

City Administrator Nowezki reviewed the proposed changes for 2026 City utilities and recycling rates and provided her reasoning to support her recommendations. The rate structure was discussed in detail by Council at a recent work session.

Council and staff discussed the Metropolitan Council treatment charges; the correlation between high rainfall months and a spike in the City's flow meter data; the likelihood that the City would qualify for an I&I grant; the increase in the metered flow volume over the last few years; and upcoming infrastructure repairs intended to make a difference and reduce the City's I&I volume.

Councilmember Feldmann mentioned that he appreciated having the Metropolitan Council treatment fee itemized on the City's utility bills so it can be seen by the public, and be better understood as being an external cost outside of the City.

Nowezki added that it will also be important for residents to see that the City was working to fix the underlying problems by addressing the condition of the sewer lines that are contributing to the Metropolitan Council fees.

A motion was made by Miner, seconded by Dyvik, to adopt Resolution No. 2025-40 establishing water, sewer, and storm sewer utility rates; and establishing curbside residential recycling and residential organics recycling rates. Ayes: all.

OTHER BUSINESS

Congratulations to Orono Teams - Councilmember Dyvik congratulated the Orono Women's Swim and Dive Team for taking third place in the state tournament. He also congratulated the Orono Football Team for making it to the state championship game for the first time, which will take place on November 21, 2025.

Holiday Tree Lighting - Mayor Miner reminded residents that the City's holiday tree lighting ceremony is scheduled for December 5 at 5:30 pm in Holbrook Park.

LMCC Updates - Councilmember Kvale reported that the LMCC had moved into their new space within the City's Public Works building. She shared that a retirement party for Jim Lundberg will take place on December 4 from 5:00 pm to 7:00 pm at Carbone's in Long Lake.

Chamber of Commerce Holiday Party – Councilmember Kvale stated that the Long Lake Area Chamber of Commerce will hold its annual Holiday Party on December 10 starting at 6:00 pm in the Birch's Brewhouse.

Administrator Updates - Nowezki thanked the Council for her promotion to the City Administrator position. She reported that the transition to the JPA and Shoreline Fire Department for fire services has been going really well. She reminded Council that she would be on vacation during the first week of December.

Clerk Update - Moeller indicated that she was continuing to work with the vendor towards final stages of implementing the City's new e-permitting portal, and she remains confident it will be launched by January 1, 2026.

Fire Chief Updates - Fire Chief Heiland commented that he has enjoyed working with this Council for the last three years and was looking forward to the next chapter of fire services under the JPA. He noted that he appreciated the City standing with the Fire Department and supporting him through what had occurred. Mayor Miner asked if there were plans for an Open House for the Shoreline Fire Department in the spring. Nowezki recalled that at one of the recent meetings she'd attended, the possibility of holding a ribbon-cutting event for the new Shoreline Fire Department had been raised. Heiland mentioned that someone had been out yesterday to look at all the vehicles in order to provide a price estimate on how much it would cost to rebrand the existing equipment to the new name. He reported that the five new rooftop HVAC units had been installed recently; the Fire Department had received its new masks and regulators; and a position announcement has been posted for a new Deputy Chief for the Shoreline Fire Department.

ADJOURN

Hearing no objection, Mayor Miner adjourned the meeting by general consent at 7:38 pm.

Respectfully submitted,
Jeanette Moeller
City Clerk